

Useful websites

NHS NEW Devon CCG:
www.newdevonccg.nhs.uk

NHS Choices: www.nhs.uk



Patient Advice and Complaints Team

Need advice and help? Worried?
Concerned? Have a compliment or
complaint?

The **Patient Advice and Complaints Team**
are here to help solve problems in NHS
health and related social care services.

Please contact the team on:

FREEPOST EX184
County Hall
Topsham Road
Exeter
EX2 4QL

Tel: **0300 123 1672** or **01392 267 665**

Email: pals.devon@nhs.net or
compaints.devon@nhs.net

Contact us:

CCG Website: www.newdevonccg.nhs.uk

Telephone: **01392 205 205**

Address:

Medicines Optimisation Team
Newcourt House
Newcourt Drive
Old Rydon Lane
Exeter
EX2 7JU



Follow us on:

Facebook - search for **NEWDevonCCG**

Twitter - search for **@NEWDevonCCG**

This leaflet is also available in
Braille, large print and other
languages on request



Northern, Eastern and Western Devon
Clinical Commissioning Group

Medication in schools



*Advice for parents and carers
of school age children*

What to do when a child needs a medication and will be attending school

Can the medication be given outside school hours or by parent/carer at school?

The preferred option is for medication to be given before or after school, by student going home during the lunch break, or by the parent or other nominated adult visiting the school.

Where this is not possible, schools will be able to provide policies about medications in school to parents/carers on request. Policies are often also available on the schools' website.

Medication should be in original containers:

- If prescribed; the medication should be in a container as dispensed with label detailing instructions; and
- If purchased non-prescription medication; the original container must be provided.

There is no requirement for doctors to prescribe medication that can be purchased from a pharmacy for use during the school day.

Where ongoing care is required

Information about a child's needs for medicines is often recorded in an **Individual Health Care Plan**. Where there is a medical condition requiring regular administration of medication the details of this will be a part of this plan.



Prescription medication

If a medication has been prescribed for a short term condition administration should be, where possible, by the parent or other nominated adult. This may be achieved by administration before and after school, the student going home during the lunch break or by the parent or nominated adult visiting the school.

If this is not practicable parents may make a request for medication to be administered to the student by school staff.

Minor medication need

There may be occasions when non-prescription medication is required, such as paracetamol, that cannot be administered before or after school or by the parent or other nominated adult visiting the school.

Parents may make a request for medication to be administered to the student by school staff.

The school's medication policy should detail whether the school is prepared to administer non-prescribed medicines.



In cases where medication has been agreed to be given by schools:

- Schools can supply forms to document medication administration;
- Written parental consent will be obtained in advance. Medication, e.g. for pain relief, will be given after checking the dosage and when the previous dose was taken.
- Schools will then keep a written record each time a medicine is administered, and inform the child's parents and/or carers.